

ANNUAL NARRATIVE REPORT
OF
EXTENSION WORK
IN
ROCKINGHAM COUNTY
FROM
DECEMBER 1, 1950
TO
NOVEMBER 30, 1951

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I. COUNTY ORGANIZATION

The County organization consists of the County Board of Agriculture, Commodity Committee, 4-H Club Council, Artificial Breeding Association, Dairy Herd Improvement Association, Shenandoah Valley Soil Conservation District, County PMA Committee, Mobilization Committee, Civic Clubs and the Rockingham County Cooperatives.

The County Board of Agriculture is made up of 16 members representing all sections of the county. These representatives have been selected from each of the five major farming enterprises in the county, and one from the county 4-H Club Leaders' Association. These five enterprises include poultry, dairy, fruit, general livestock and general crops. The Board of Agriculture has worked with the County Agent in planning the Extension Program throughout the year. Plan of Work was made from suggestions which the individual Commodity Committees prepared. Each of the five Commodity Committees held meetings to study the county situation, and prepared suggestions which were used in the 1951 Plan of Work.

II. TYPE OF AGRICULTURE

Rockingham County is purely an agricultural county, which lies in the heart of the Shenandoah Valley. It is the third largest county in the State, with 876 square miles and 3,581 farms.

A very diversified system of farming is extensively practiced throughout the county. The percentage of income from poultry is increasing and in 1949 was 60%. There are four other major sources of income. These include general crops, livestock, fruit and dairy.

III. PROJECT ACTIVITIES

A. Agronomy

Our goal was to increase pasture and crop yields. Also, emphasis was placed on pasture improvement by means of a pasture improvement organization which was formed after a series of committee meetings. The Agent called a special meeting of farmers, businessmen and other agriculture professional workers at which the organization was formed. A chairman, vice-chairman, secretary and treasurer were elected. These officers then organized and held a meeting of leading farmers from all sections of the county at which the Commissioner of Agriculture discussed the importance of pasture. At this meeting the following resolution was passed:

"That Rockingham County enter into the Virginia Pasture Improvement Program, following the general objectives, namely:

1. To provide adequate pasture on each farm for livestock now on the farm.
2. To increase the acreage of improved pasture and the number of head of livestock on each farm as rapidly as economic conditions and farm management will justify."

Following this committee meeting a chairman was appointed for each of the five districts within the county. At a meeting of these district chairmen and the executive committee, ten committeemen were appointed in each of the five districts. The organization then consisted of 50 committeemen from all sections of the county who met and planned the county-wide campaign on pasture improvement. At this meeting the committeemen agreed to contact farmers in their respective communities and discuss pasture improvement practices which were explained at this meeting of the committeemen. In addition, the committeemen would ask each farmer to sign the following Agreement of Cooperation:

"I will support the Rockingham County Pasture Improvement program and endeavor to improve at least a part of my pasture through the suggested practices, that I am able to carry out."

It is impossible to evaluate the results of this program as it will take some time to carry it to completion. However, the response thus far has been very good, and indications are that the above method will do much to make farmers conscious of the value of good pasture management.

The orchard grass and the ladino clover pasture demonstration was conducted during the year. However, due to the extreme drought, no pasture tours were conducted.

"The 100 Bushel Corn Club" was again sponsored by the Ruritan Clubs of the county. The Agent assisted the clubs in organizing the corn contest and in training club members to check the yields. Due to the extreme dry weather, a rather small number of yields were checked. However, the top yield was 144 bushels per acre with 7 contestants producing a considerable over a 100 bushels of corn per acre.

With the assistance of specialists, two additional meetings were held on pasture and crop management. Two other meetings were held on the installation and use of mechanical grain and hay dryers.

The Agent met with grain dealers in the area and representatives from the Division of Markets to discuss establishing a grain grading station at Harrisonburg. Following this meeting, a station was established and it has continued operation ever since.

A special tour was held for the agriculture workers of the county to study and classify the soils within Rockingham County.

The Agent conducted a tour of the Shenandoah Valley Field Experiment Station to give county farmers an opportunity to study different varieties of crops and also the results of different fertilizers on various crops.

B. Poultry

The goal this year was to get poultrymen to build disposal pits for disposing of dead birds and improve the quality of eggs marketed, both commercial and hatching eggs.

The construction and use of poultry disposal pits was discussed in a special newspaper article and a special radio program. Plans for construction of the pits were distributed.

The importance of proper disposal of dead birds was also discussed at one of the county-wide poultry meetings by a member of the County Poultry Committee.

When the first warm weather of the season appeared, there was a rather high percentage of low quality eggs being marketed and also the hatchability decreased. In order to get poultrymen to handle the eggs properly, the Agent assisted by a representative from the Division of Markets, egg dealers and hatcherymen in the county, held an egg quality emphasis week. Each day during the week special feature newsarticles were published and special radio broadcasts were made on how farmers who were marketing top quality eggs handled them. In addition, each day short radio announcements were made by the local station. Several egg dealers, hatcheryman, feed dealers

One newspaper clipping attached.

and one Local bank ran special newspaper advertisements, calling the poultrymen's attention to egg quality week and proper practices to maintain egg quality. Each egg dealer set up an egg quality exhibit so he could show his producers the difference between an egg that had been handled properly, and one that had been allowed to deteriorate.

As planned, county wide poultry meetings were held during the year. One of these meeting's was an all day meeting held in Harrisonburg. The other meetings were held in different communities of the county. The subjects discussed included: "How Breeding Effects the Poultrymen", "Disgase Control", "Feeding and Management", "Economic Outlook and "How Controls will Effect the Poultrymen."

The Agent conducted a tour of poultry plants and three poultry farms in the county.

During the year a good many poultry disposal pits were built and put into use. It is estimated about thirty were built.

Following the egg quality emphasis week, a survey was made among the egg dealers to determine the results. All the dealers reported that quality of eggs marketed had been improved somewhat after the egg quality program.

Dairy

Our goal was to continue the Dairy Herd Improvement Association and increase membership; and increase the number of cows bred to purebred bull from high producing cows.

During the year the Agent assisted the Dairy Herd Improvement Association in holding two membership meetings and to train a new supervisor. The meetings were both to analysis the Dairy Herd Improvement records and apply this information in herd management. All the herds with poor records were visited and the records were discussed individually with the dairymen. The Agent also assisted the association in publicising the work of Dairy Herd Improvement through the radio and newspaper.

The Agent also worked with the members of the Artificial Breeding Association. Several letters and leaflets were prepared to educate the members on handling the cows when artificial breeding is used. One meeting was held to explain handling of

cows when artificial breeding is used, and a tour of the Breeding Center to see the bulls and bull proofs conducted. The Agent also worked very close with the inseminator in attempt to improve the conception rate.

With the assistance of dairy specialists, a dairy school was conducted which was attended by sixty dairymen.

During the year several new members joined the Dairy Herd Improvement Association, and the association is filled with one dairymen waiting to join. The Artificial Breeding Association has also increased the number of cows, and during the fall months the association has bred more cows than in any month in the history of its operation.

B. Livestock

The beef cattle goal was to improve marketing of feeder calves by assisting the producers get more money for their good quality calves and reduce diseases. Our goal also included getting the calves dehorned and castrated while young.

The Agent assisted the beef calf producers in holding a second Virginia State Supervised Feeder Calf Sale at Harrisonburg. The sale is conducted by means of a committee which is elected by the consignors at the meeting. The consignors also voted that all calves sold in the sale should be dehorned. The other requirements such as vaccinating for Hemorrhagic Septicemia were the same as last year.

With assistance of a specialist, the Agent held two calf dehorning and castrating demonstrations. The response was very good from these demonstrations, and a couple weeks later the Agent held two more dehorning demonstrations.

The Agent held a tour to the Beef Cattle Research Center on the regular field day and about thirty-five from the county made the trip.

During the past year a rather large number of calves were dehorned throughout the county by holding the dehorning demonstrations at key farms, and also due to the fact the sale required that calves be dehorned. The response was very good. Also, a much better job of castrating calves was done this year than last year.

The goal in the case of sheep was to get farmers to castrate and dock the lambs, improve quality by getting farmers to use better rams. Also, the goal included getting producers to treat sheep for parasites.

Castrating, docking, treating for parasites and the advantages of using good purebred rams were publicized through the radio and press. The Agent worked with the Virginia Purebred Sheep Breeders in conducting a purebred ram sale in the county. The sale brought into the county about twenty-five very good rams.

It is felt a higher percent of the lambs marketed this year were castrated and docked. The quality of lambs seems to be improving each year.

The goal in the case of hogs was to get farmers to use pastures throughout the grazing season, and also increase the number of pigs raised per litter.

The swine program was handled by feature radio and newspaper stories on swine producers who were now using pasture for their hogs, and had increased the number of pigs raised per litter. This program was also discussed at two farmers meetings.

In addition, a livestock school was held at which specialists discussed "Management and Feeding of Beef Cattle, Sheep and Hogs." The meeting was attended by 215 farmers.

E. Horticulture

Our goal in fruit was to get producers to properly prune trees and improve the quality of fruit.

The pruning demonstration was held in November 1950, and thus no demonstration has been held during the year covered by this report.

Twenty fruit growers attended one of the fruit schools which was held in adjoining counties by fruit specialists.

With the assistance of a specialist, an apple fertilization demonstration was set up in one of the Rockingham Orchard's. Four plots of sixteen trees each were fertilized. One plot of vinesaps was fertilized with 5 pounds of 10-6-4 per tree, another of vinesaps with 3.25 pounds of 16% sodium nitrate per tree, a third of yorks with 2.5 pounds of 16% sodium nitrate, and the fourth plot of vinesaps will be fertilized

next spring. A large number of personal visits were made to orchards to assist in individual problems.

With the assistance of a specialist, a grafting demonstration was held. The purpose of this demonstration was to teach individuals how to graft trees. The demonstration included the grafting of walnut trees and bridge graft fruit trees.

During November a walnut contest was conducted to locate trees which produce the best yielding good quality walnuts. Everyone in the county was eligible to enter five entries consisting of twelve hulled walnuts each. These entries were judged by three judges and prizes were awarded to the winners. A committee organized the prizes.

A series of three vegetable garden meetings were held to assist the farmers in planning the gardens, selecting proper varieties of vegetables, and controlling insects and diseases.

During the year the agent handled a good many disease and insect problems on ornamentals. Many of these required personal visits and others were answered by telephone. In some cases, specialists have assisted in individual problems.

F. Extension - TVA Demonstration

The Agent has continued to work with the seven demonstrations which were set up last year. The farm plan was reviewed with each demonstrator, and also the farm record was discussed. One of the demonstrator's moved from the farm during the year, and at present this demonstration is inactive. The other six demonstrators are making good progress.

G. Rat Campaign

Again this year a rat campaign was organized so that everyone would poison the rats at the same time. Arrangements were made to get a fresh fish bait, already packed and frozen. The Farm Bureau stores and our general stores took orders for the bait and distributed it to the farmer.

The campaign was published through the press and radio, the Agricultural Instructors, Veterans Teachers, Health Department and civic organizations.

The results of the campaign was not as good as the previous year, however, 730 packages large enough for the average sized farm were sold.

IV. 4-H CLUB WORK

A. 4-H Club Organization

In Rockingham County during 1951 there were 14 joint boys' and girls' 4-H Clubs - one day time boys' 4-H Club on individual membership basis; and one day time 4-H boys' school club for Fifth, Sixth and Seventh Grade students. 4-H organization meetings were also held in three other schools for Fifth, Sixth and Seventh grade students, also an organization meeting for a senior boys' 4-H Club in the County Consolidated High School.

During 1951 there were 202 boys and 10 girls enrolled in 257 4-H farm projects.

Other 4-H organizations in Rockingham County are 4-H Adult Leaders' Association, the 4-H County Council which meets semi-annually during the months of March and October, and the County All Stars. The County Council officers are elected during the annual 4-H Rally Day, and the officers are installed at that time using the regular installation of officer ceremony. The County 4-H All Star organization held its first meeting in February to select first and second choice candidates - girl and boy - for the State All Star Organization. During the month of June, 8 Rockingham County All Stars attended the All Star Conference held at V.P.I., Blacksburg, Virginia, June 23-30. The County All Star Organization also held its annual banquet with 41 All Stars and guests present. During the month of August, the County All Stars enjoyed an annual picnic meeting with 32 All Stars and friends present. At this meeting the 1950 All Stars were initiated into the county organization. On September 8th a Tri-County All Star recreation program was held at Massanutten Caverns in Rockingham County which was attended by 40 All Stars from Augusta, Rockingham and Shenandoah Counties.

At a County Adult Leaders' Association meeting held during the month of June, officers were elected and the County 4-H Program discussed. During the month of July the County 4-H Girls' and Boys' Adult Leaders held a covered dish supper meeting with 22 Leaders and Extension Agents attending.

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34
72

B. Goal

Our goal in Rockingham County is to promote a stronger 4-H Club organization through the cooperation of the 4-H County Council, the County All Stars, and the County Adult Leaders' Association, with the Extension Service Home Agents and Assistant County Agent as advisors in furnishing information regarding projects, community activities, and developing initiative on the part of members and leaders. Steps were also taken to encourage development of junior leaders; encourage members and leaders to attend 4-H Camps, Short Courses, participate in club, county, district, and state project contests; also, to encourage increased enrollment of 4-H members and local leaders.

C. Methods

In organizing local 4-H Clubs, parents, school officials, and local leader interests are aroused. A 4-H organization meeting is then held and if there is sufficient interest for the organization of a regular 4-H Club, election of officers takes place.

The election of officers for the regular clubs takes place at the November meeting, and the officers elected are installed at the December meeting, using the installation of officer ceremony.

Spring and fall 4-H County Council meetings are held. The spring Council meeting during the month of March during which meeting plans were made for summer and the early fall 4-H programs. The fall Council meeting was held during the month of October to check up on the year's results and make plans for the annual Achievement Program.

In order to create more interest for parents in 4-H Club activities, the Assistant Agent visits the local communities every other month, on or before, the date of the 4-H night meeting. Local leaders are contacted and members homes are visited to discuss with the parents the advantage of children belonging to 4-H Clubs and also to give information on member projects. The alternate months, the Assistant Agent attends the 4-H night meetings to assist the local leaders and officers in conducting the business meetings, club programs, recreation, and giving instruction on project work.

Projects

During 1951, 257 sheep, swine, dairy, poultry, crop, garden, rabbit, safety, rural electrification - farm projects were carried by 202 boys and 10 girls. 141 members completed all projects in which they were enrolled. A total of 174 projects were completed by the 212 boys and girls.

The Assistant Farm Agent accompanied the County Poultry and Egg Grading team to Winchester, Virginia, July 17th, for the District Poultry and Egg Judging Contest.

One 4-H baby beef was bred, reared, and exhibited in the 1951 Atlantic Rural Exposition Fall Fat Calf Show and Sale. This baby beef placed third in the light weight shorthorn class and sold for 43 cents a pound.

The County 4-H Livestock team judged sheep and beef at the C. W. Wampler, Sr. Field Day exercises in September.

The annual Sears-Roebuck Agriculture Foundation purebred gilt project contest was held during the annual County Agriculture Fair in August. The 4-H members exhibited 12 purebred C.I.C. gilts. The grand champion gilt prize was won by a first year 4-H Club member.

One newspaper clipping attached to original copy.

2. 4-H Camp

The Assistant Farm Agent accompanied 6 4-H boys and and 11 4-H girls to the annual Powell's Fort District 4-H Camp. Other counties attending the camp during this week were Page, Warren and Clark. The usual annual attendance of 4-H Club members from Rockingham County to the District 4-H Camp varies from 30 to 60 members. However, the decrease in attendance in 1951 was due to the cooperative Rockingham County Agriculture Fair being held during the same week which could not have been avoided due to fair schedules in surrounding counties, and it being necessary to use one of the school athletic fields before the opening date of the county schools.

3. State Short Courses

Ten 4-H Club boys, 14 4-H Club girls, and 1 4-H adult girls' leader attended the State 4-H Short Course held at V.P.I., Blacksburg, Virginia, June 25-30th. 4-H Club members from Shenandoah and Rockingham Counties made the trip jointly to Blacksburg by charter bus.

4. Rockingham County Agricultural Fair

The Rockingham County Agriculture Fair was held August 21, 22, 23, and 24th. The Fair Association is sponsored by the county Nuritan Clubs, Harrisonburg Civic Clubs, Harrisonburg-Rockingham Chamber of Commerce, the Rockingham County Board of Supervisors, and the 4-H FFA-PHA organizations. Each organization appoints a representative on the general Board of Directors, from which group the officers and executive board composed of committee chairmen are elected. The 1951 Fair was the third annual event held under this organization. Following is a resume of the 1,113 exhibits made in the different departments:

Livestock
Dairy 73

Of the 73 exhibits in this department 19 were made by 4-H Club Members who won six 1st prizes, three 2nd prizes and three 3rd prizes. Also the grand champion dairy animal was shown by twelve year old Danny Myers of the Dayton 4-H Club. In the various breed classes, four champions and two reserve champions were won by 4-H Club members.

Hogs 96

Of the 96 exhibits in this department, there were 12 Sears Roebuck Agriculture Foundation purebred O.I.C. gilts, 13 animals in the other junior class, and 9 4-H exhibits in the open class. In the other "junior class" 4-H members won seven first prizes, three second prizes, two third prizes, and one fourth prize. In the open class 4-H members won five first prizes, three second prizes, and two third prizes.

Beef 57

In this department only one 4-H exhibit was made which took third place in the hereford class.

Sheep 72

In this department 4-H members exhibited eleven animals and won five first prizes, three second prizes, one third prize, and two fourth prizes.

A feature of the sheep department was the Northern Virginia Sheep Breeders Association purebred ram judging and sale. During the sale the grand champion ram purchase price was \$147.50 and prices for the other rams ranged down to \$52.50.

Poultry 155

In this department there were 46 4-H exhibits winning 19 first prizes, ten second prizes and four third prizes.

Crops 187

In this department there were 62 4-H exhibits winning - 7 first prizes, 6 second prizes, and 8 third prizes.

Flower
exhibits 103

Homemakers Junior
Class 176

Open Class 174

A special feature of the Homemakers Department this year at the fair was the enlargement of the Flower Department, and the annual County Purebred Ram Sale. The total amount of premiums distributed in 1951 was \$1,889.75 compared with \$1,475.00 in 1950.

Six newspaper clippings were attached to the original copy of this report.

5. 4-H Rally Day

At the spring county 4-H Council meeting the president appointed the necessary committees to make arrangements for Rally Day to be held during the month of June. The president also appointed a nominating committee to present a slate of Council officers to be elected at Rally Day. Chairman of these Rally Day Committees met during the month of April to make final plans for the annual event. 4-H Rally Day was held June 16th at Ed's Park, approximately twelve miles from Harrisonburg. Five minute skits were put on by 4-H members from the various county clubs during the program. Delegates from the county clubs elected the new County Council Officers for the 1951-52 year. Officers elected were as follows:

President	John Acker, Fort Republic 4-H Club
Vice-Pres.	Helen Dellinger, Keesletown 4-H Club
Secretary	Billy Pat Baker, Timber Ridge 4-H Club
Treasurer	Ruth Layman, Keesletown 4-H Club
Reporter	Beatrice Revercomb, Spring Creek 4-H Club

After the election, the new County Officers were installed by the outgoing president, using the regular installation of officer ceremony, after which the group enjoyed a picnic luncheon, and the balance of the day was spent in playing games and enjoying other amusements of the park. 227 4-H members, leaders, and guests attended Rally Day.

A separate meeting of the Adult Leaders' was held at Rally Day to elect officers for the County Adult Leaders' Association, and to discuss the overall 4-H Club County Program. Officers for next year elected were as follows:

President	Harold Acker, Sr., Fort Republic 4-H Club
Vice-Pres.	Mrs. Helen Layman, Keesletown 4-H Club
Sec.-treas.	Mrs. R. B. Alexander, Timber Ridge 4-H Club
Reporter	Miss Ellen Patterson, Spring Creek 4-H Club

6. Achievement Program

The annual 4-H Achievement Program was held in Masonic Hall, Harrisonburg, Virginia.

7. 4-H County All Star Organization

The County All Stars held their annual meeting during the month of September to select State All Star candidates

E. 4-H Activities General

The Harrisonburg Kiwanis Club entertained representatives of the first six winning clubs in the county 4-H Best Club Contest at their weekly luncheon, Thursday, December 7. The president and a leader from each club were introduced by the County Council President, Bobby Koonts, of the Dayton 4-H Club. The County Council President summarized the outstanding activities of the six winning clubs to the members of the Kiwanis Club. Fort Republic 4-H Club placed first in the contest and was awarded a \$50.00 Savings Bond; Tenth Legion placed second and won a \$25.00 Savings Bond; Clover Hill, third place, \$15.00 cash; and the next three clubs, Lucky Clover, Keesletown, and Spring Creek, \$7.50 cash each. At the conclusion of the program, the club representatives and Extension Agents broadcast the year's club activities over the local WSWA radio station.

Saturday, December 2, was designated as 4-H local community TB Bangle Sale date, on which date 4-H Clubs sold TB Bangles to their local residents in preparation for the National TB Association Bangle Sale date held in Harrisonburg, Saturday, December 16. This annual 4-H county contest is sponsored by the Rockingham County TB Association, the winner of which contest the TB Association awards a walnut plaque inscribed with the 4-H clover emblem and the name of the winning club each year. Fort Republic 4-H Club won the plaque again this year, for the second consecutive year, through a total collection of \$218.28. Placing second was Dayton 4-H Club with \$206.05, and third, Lucky Clover. The total amount collected by the county 4-H Clubs on their local and National Bangle Sale dates amounted to \$635.23, the largest amount ever collected by any one organization for the local T.B. Association. The Yancy 4-H Club donated \$4.00 from their local club treasury to the TB Association Christmas Seal Drive.

Two pictures attached to original report.

BEST 4-H CLUB CONTEST

Donor: Harrisonburg Kiwanis Club
 Eligibility: All 4-H Clubs of Rockingham County
 Prizes: First Prize - \$50.00 Savings Bond
 Second Prize - \$25.00 Savings Bond
 Third Prize - \$15.00 Cash
 Fourth, Fifth & Sixth Prizes- \$ 7.50 Cash Each

SCORE CARD

1. CLUB COMMUNITY ACTIVITIES	150
2. PROGRAMS	
a) NO. CLUB MEETING PROJECT REPORTS OR DEMONSTRATIONS BY GIRLS	50
b) NO. CLUB MEETING PROJECT REPORTS OR DEMONSTRATIONS BY BOYS	50
c) NO. DIFFERENT MEMBERS TAKING PART ON CLUB MEETING PROGRAM	50
d) PARLIAMENTARY PROCEDURE:	
1. OFFICERS PERFORMANCE OF DUTIES	50
2. INDIVIDUAL MEMBERSHIP PARTICIPATION	50
e) RECREATION:	
1. GROUP SINGING - NO. MEETINGS	25
2. GAMES - NO. MEETINGS	25
3. MEMBERSHIP INCREASE AS OF APRIL 1	25
4. PERCENT OF ATTENDANCE AT CLUB MEETINGS	75
5. PERCENT OF MEMBERS COMPLETING ALL ENROLLED PROJECTS	75
6. PER. WT OF ENROLLED PROJECTS COMPLETED	75
7. PRO. PTS AND RECORDS:	
1. NEATNESS AND ACCURACY OF PROJECT RECORD BOOK (Judged by Extension Agents)	50
2. QUALITY OF PROJECT WORK (Judged by Extension Agents)	50
8. PERCENT OF ATTENDANCE AT DEMONSTRATIONS AND JUDGING CONTEST ON ENROLLED PROJECTS	50
9. GENERAL ATTITUDE AND COOPERATION OF CLUB MEMBERS (Judged by Extension Agents)	25
10. SPECIAL EVENTS:	
1. PERCENT MEMBERS ATTENDING RALLY DAY	25
2. PERCENT MEMBERS ATTENDING ACHIEVEMENT PROGRAM	25
3. PERCENT OF OFFICERS ATTENDING COUNCIL MEETINGS	25
11. PUBLICITY - NEWSPAPER ARTICLES, RADIO, EXHIBITS, ETC.	50
	<u>1000</u>

RULES AND REGULATIONS

1. CLUB PRESIDENT TO APPOINT "BEST CLUB CONTEST" COMMITTEE OF THREE MEMBERS
2. "BEST CLUB CONTEST" COMMITTEE TO MAKE WRITTEN REPORT ON, OR BEFORE, NOVEMBER 1, OF EACH YEAR TO THE COUNTY HOME OR FARM AGENTS OFFICES. CLUBS NOT MAKING REPORT ON DUE DATE WILL NOT BE CONSIDERED.
3. JUDGES WILL BE SELECTED BY THE HARRISONBURG KIWANIS CLUB.

To promote better 4-H project work in one of the mountainous areas where two clubs are organized, the Local Ruritan Clubs in two communities donated \$5.00 to each of the two 4-H Clubs for distribution to club members making exhibits at the County Fair. Two 4-H Sears Agriculture Foundation purebred gilts were exhibited at the County Fair from these two communities.

Four county 4-H Clubs donated \$8.50 to the International Farm Youth Exchange Project.

Nine 4-H Clubs purchased TB bonds, totaling \$59.00.

Four 4-H Clubs contributed \$18.00 to the local Red Cross Chapter.

Two 4-H Clubs donated \$55.00 towards the purchase and installation of their school water system.

Two clubs contributed \$23.25 to the County Week Day Religious Education Fund.

Four clubs donated \$30.00 to the March of Dimes Polio Fund.

One club contributed \$7.00 in cash and another canned food products to the County Relief Fund.

One club is sponsoring a community Forest Station Project and plans to order and plant the seedlings during 1952.

One club donated \$10.00 towards their local grade school heating plant.

One club contributed \$5.00 to a needy family in the community.

One club donated \$7.00 towards the purchase of linoleum for the community vacation Bible School.

One club netted \$7.50 for the club treasurer by holding a Stanley party.

One club netted \$30.60 for the club treasurer through a radio show.

Two clubs netted for their treasurer \$3.85 through the sale of greeting cards.

One club cleared \$30.00 for the club treasurer by the means of a movie show.

The boys from one club assisted their local Ruritan Club in cleaning the community cemetery.

Five clubs observed National 4-H Week through 4-H window displays in their local community stores.

Nine clubs observed Rural Life Sunday during the month of March. They took part on special church programs by reading of devotions, reading of the scriptures, restoration of the 4-H creed and 4-H pledge, taking up church offerings, quartets, and other special readings.

The members from one club assisted their local church committee to raise church building funds.

One club entertained members, leaders, parents, and friends to a progressive heart party. Two other clubs had such entertainments for members, leaders, parents and friends.

Two clubs had basketball teams and played games to raise money for the club treasurer.

One club purchased and sent flowers to their adult local leader while confined to the hospital.

Two clubs held a regular monthly supper meeting with 35 members, leaders, parents and Extension Agents present.

The girls from another club served supper to the 4-H boys with 18 members and one leader present.

The members from one 4-H Club sang a duet during a Stephen Foster program at their local Home Demonstration meeting.

Two clubs entertained their members, leaders, and parents at roller skating parties.

One club purchased and donated a step ladder to their local grade school.

Five clubs held picnic meetings during the summer months.

One club purchased from their club treasurer funds 29 subscriptions to the National 4-H News and 29 signs "A 4-H Member Lives Here" for distribution to community families where 4-H club members live.

The Rockingham County A-H Clubs operated a food booth at the Agriculture Fair, profits from which was \$215.88, which is deposited to the County Council fund.

Two clubs entertained their members, leaders and friends on hay rides during the summer.

Three clubs entertained their members, leaders and friends at Halloween parties during the month of November.

The members from one club held a project tour during the day of their regular monthly night meeting, after which their regular meeting was held in the form of a picnic with 36 members, parents, leaders and friends present.

The members of one club assisted their local Ruritan Club with their program at the Ruritan monthly dinner meeting.

Two clubs entertained their members, leaders and parents on a weiner roast.

F. Other Rural Youth Activities

The east and west Rockingham Y.M.W. Clubs entertained their members and guests at a dinner meeting with 50 people attending. Kent Loving, International Farm Youth Exchange Student, was the principal speaker on the program and related his experiences while in Denmark as an exchange delegate from the state of Virginia. Frank Wilson, the 1951 Exchange Delegate, spoke also on A-H Club activities and made remarks in connection with his coming overseas assignment.

One newspaper clipping was attached to the original copy of this report.

Other Assistant County Agent Activities

The following County Farm meetings were attended, which meetings were conducted by specialists from the Extension Service, Blacksburg, Virginia: Agronomy meeting, Livestock school, Production and Marketing meeting, Fishersville Experiment Station Field Day.

The Assistant Agent also attended the Extension Agents' Short Course held in Blacksburg March 19-31 and assisted the County Home Demonstration Agent on a Leadership Development Program; the Institute of Rural Affairs at V.P.I. during the month of August; the County Agents Annual Conference held at V.P.I., August 28-31; the Northern Virginia District Agents meeting during the month of January, May and October. Other important meetings attended and taken part in by the Assistant Agent were as follows: a local Veterans Training Class and gave demonstration on poultry culling for breeders and commercial flocks, also showed a movie on the "Drying of Farm Grains" with explanations as to the advantages of proper storage of farm products; attended five Agriculture Fair Board of Director meetings for the purpose of electing officers and making plans for the 1951 Agriculture Fair. The Assistant Agent was elected secretary of the Fair Association; attended the Southern States annual meeting during the month of October, at which meeting 4-H members took part in the program and acted as ushers for the occasion; attended the meeting with the County Home Agents and representatives of the Rockingham County TB Association to make plans for the annual 4-H Club Bangle Sale Contest sponsored by the TB Association; attended the 4-H District Camp meeting held in Front Royal, attended the Powell's Fort District 4-H Camp; in cooperation with the County Home Agents, the Assistant Agent held four farm home and electric 4-H project training meetings, the last meeting being devoted to the construction of a 750 capacity electric chick brooder. The County 4-H winners were selected and these winners represented the county at the Electric Congress held in Richmond, Virginia.

The Assistant Agent conducted a harvesting of a hybrid corn demonstration plot with the assistance of an agriculture teacher and his two classes of FFA boys. The FFA Chapter made \$20.00 for their funds in harvesting the plot.

The Assistant Agent attended a Rural Youth County meeting in cooperation with the County Home Agents to discuss improvement of the County YM Clubs. Mr. W. W. Bure from V.P.I. lead the discussions.

In conclusion, a summary of other activities by the Assistant Agent are as follows:

Total days in office	164	
Total days in field	118	
Total miles traveled	13245	
Days devoted to Adult Work	75	
Days devoted to 4-H Work	197	
Days devoted to Older Youth	9½	
No. farm or home visits made	657	
No. different farms or homes visited for the first time this year	254	
No. office telephone calls during year	1613	
No. office visits during year	1222	
No. newspaper articles published	131	
No. bulletins distributed	2995	
No. radio talks broadcast or prepared for broadcasting	6	
Other meetings, Adult, 4-H & Older Youth participated in attendance	50	Number Attendance
	2403	

Picture of brooder attached to original copy.

V. U.S.D.A. COUNCIL

The Rockingham Council has continued to hold regular meetings since the County Mobilization Board was organized. The Agent has cooperated with the mobilization committee.

While the U.S.D.A. Council was active, the Agent assisted a special committee work some information on the production which would be expected on an average farm.

VI. COOPERATION WITH THE PRODUCTION AND MARKETING ADMINISTRATION

The Extension Service publicized information on the time of planting and also benefits which farmers would get from the program. In addition, the Agent met with the P.M.A. Committee in planning the county.

VII. COOPERATION WITH CREDIT AND LOANING AGENCIES

This office has supplied representatives of the loaning agencies with information on all phases of agriculture, and these agencies have encouraged participation in the Extension program. These agencies also distributed information to farmers on the rat campaign.

VIII. COOPERATION WITH THE FARMERS HOME ADMINISTRATION

This office has furnished the Farmers Home Administration Supervisor with information on all phases of agriculture, and the supervisor has cooperated with the Agent by distributing information on meetings and the rat campaign. The Agent attended the annual meeting of the cooperators. The supervisor also has encouraged his cooperators to participate in the Extension program.

IX. COOPERATION WITH THE SOIL CONSERVATION PROGRAM

The Agent has cooperated with the Shenandoah Soil Conservation District by encouraging farmers to participate in Soil Conservation. The Agent also served as Supervisor of the Shenandoah Soil Conservation District and Secretary.

X. OTHER MEANS OF REACHING PEOPLE

In addition to the Extension Agents, members of the Board of Agriculture, and other lenders, business firms have assisted in disseminating information to the farmers. Programs which the firms have assisted in publicizing

34
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include the rat campaign, pasture improvement, corn program, information on recommended varieties of crops and also meetings.

During the year 373 news articles were published in the local paper on all phases of the Extension program. The Agent made in person two regular radio programs each week. In addition, items on current farm problems and Extension activities were prepared daily by the Agent and sent to the radio station for broadcast on the regular dinner hour program.

The Agent has cooperated with other agriculture agencies, and the other agencies have also cooperated with the Extension Service. The Agent has attended several veteran classes and several Russian meetings and discussed certain phases of the Extension program. The Agent spoke at one machinery meeting which was attended by 400 farmers from all sections of the county.

During the year the Agent conducted three tours for out-of-state groups interested in seeing different phases of Rockingham agriculture.

The Agent attended the State Bankers Agriculture meeting with the local banks from Rockingham County.

One Forestry Demonstration was held during the year with the assistance of a forestry specialist, stressing the management of farm woodlands, and measuring of timber in trees.

SUMMARY OF THE ACTIVITIES OF THE AGENT

Total days in office	159½
Total days in field	117
Total miles traveled	12,151
Days devoted to adult work	240
Days devoted to 4-H work	12
Days devoted to Older Youth	24½
No. farm or home visits made	487
No. different farms or homes visited first time this year	195
No. office telephone calls during year	3779
No. office visits during year	2049
No. newspaper articles published	242
No. bulletins distributed	3453
No. radio talks broadcast or prepared for broadcasting	408
Other meetings, Adult, 4-H & Older Youth participated in	133
Attendance	4077

RW
34
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COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

U. S. Department of Agriculture
and State Agricultural Colleges
Cooperating

Extension Service
Washington, D. C.

COMBINED ANNUAL REPORT OF COUNTY EXTENSION WORKERS

This report form is for use by county extension agents in making a combined statistical report on all extension work done in the county during the year. Agents resigning during the year should make out this report before quitting the service.

State Virginia County Rockingham

REPORT OF

Carolyn C. Driver
Special Home Demonstration Agent
Kathleen Hamples
Assistant Home Demonstration Agent

From Dec. 1, 1950 to Dec. 1, 1951

From Dec. 1, 1950 to Dec. 1, 1951

From 19 to 19

4-H Club Agent

From 19 to 19

Assistant County Agent in Charge of Club Work
R. C. Holloman
Agricultural Agent
J. L. Holloman
Assistant Agent

From Dec. 1, 1950 to Dec. 1, 1951

From Dec. 1, 1950 to Dec. 1, 1951



READ SUGGESTIONS, PAGES 2 AND 16

Approved: _____

Date _____

State Extension Director

34
72
34

SUGGESTIONS RELATIVE TO THE PREPARATION OF THE COUNTY EXTENSION AGENT'S ANNUAL REPORT

Six good reasons may be listed as to why an extension worker should prepare a comprehensive annual report.

1. The annual report is an accounting to the taxpaying public of what the extension worker has accomplished during the year.
2. It is a record of the year's work put into shape for ready reference in later years by the extension worker himself, or by his successors.
3. The annual report affords the extension worker opportunity to place his activities and accomplishments before superior officers, who form judgment as to which workers are deserving of promotion or best qualified to fill responsible positions when vacancies occur.
4. The inventory of the past year's efforts and accomplishments enables the extension worker to plan more effectively for the coming year.
5. An accurate report of his work is a duty every scientific worker owes to the other members of his profession.
6. Annual reports are required by Federal law.

From four to six copies of the annual report should be made, depending upon the number required by the State office: One copy for the county officials, one copy for the agent's files, one or more copies for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. The report to the Washington office should be sent through the State extension office.

NARRATIVE SUMMARY

A separate narrative report is desired from the leader of each line of work, such as county agricultural agent, home demonstration agent, boys and girls' club agent, and Negro agent. Where an assistant agent has been employed during a part or all of the year, the report of his or her work should be included with the report of the leader of that line of work. Where an agent in charge of a line of work has quit the service during the year, the information contained in his or her report should be incorporated in the annual report of the agent on duty at the close of the report year, and the latter report so marked.

The narrative report should summarize and interpret under appropriate subheadings the outstanding results accomplished in helping rural people to solve their current problems and to make adjustments to changing economic and social conditions.

A good narrative report should enable the reader to obtain a comprehensive picture of—

1. What was attempted—the program as outlined at the beginning of the year.
2. How the work was carried on—the teaching methods employed.
3. The cooperation obtained from other extension workers, rural people, commercial interests, and other public agencies.
4. Definite accomplishments, supported by objective evidence.
5. Significance of the year's progress and accomplishments in terms of better agriculture, better homemaking, improved boys and girls, better rural living, etc.
6. How next year's work can be strengthened and improved in light of the current year's experience.

The following suggestions are for those agents who wish to prepare a better annual report than the one submitted last year:

1. Read the definitions of extension terms on the last page of this schedule.
2. Read last year's annual report again, applying the criteria for a good annual report discussed above.
3. Prepare an outline with main headings and subheadings.
4. Go over the information and data assembled from various office sources.
5. Decide upon a few outstanding pieces of work to receive major emphasis.
6. Employ a newspaper style of writing, placing the more important information first.
7. Observe accepted principles of English composition.
8. Include only a few photographs, news articles, circular letters, or other exhibits to illustrate successful teaching methods. Do not make the annual report a scrapbook.

STATISTICAL SUMMARY

Where two or more agents are employed in a county they should submit a single statistical report showing the combined activities and accomplishments of all county extension agents employed in the county during the year. Negro men and women agents should prepare a combined statistical report separate from that of the white agents.

Provision is made in the report form for each agent to report separately the teaching activities he or she conducts or participates in during the report year. County totals are the sum of the activities of all agents minus duplications where two or more agents engage in the same activity. For purposes of reporting, extension results or accomplishments are expressed in numbers of farmers or families assisted in making some improvement or definitely influenced to make a change. Such an improvement or change may be the outcome of any phase of the program for men, women, older rural youth, or 4-H Club boys and girls. Only the improvement or change taking place during the current year as the result of extension effort should be reported. Census type of information on the status of farm and home practices should not be included. For use on the national level the statistical data on the year's extension activities and accomplishments must be expressed in somewhat broad and general terms. Each State extension service may desire to include in a statistical supplement additional information on problems and activities peculiar to the State or sections of the State.

GENERAL ACTIVITIES

Report only this year's activities that can be verified		Home demonstration (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ² (d)
1. Months of service this year (agents and assistants)		24		24	XXXXXXXXXX
2. Days devoted to work with adults ³		262		315	XXXXXXXXXX
3. Days devoted to work with 4-H Clubs, and young men and women (older youth) ⁴		251		245	XXXXXXXXXX
4. Days in office ⁵		208 1/2		323	XXXXXXXXXX
5. Days in field ⁶		687 1/2		227	XXXXXXXXXX
6. Number of farm or home visits made in conducting extension work ⁷		549		1144	1689
7. Number of different farms or homes visited		287		449	738
8. Number of calls relating to extension work	(1) Office	662		3271	3933
	(2) Telephone	2870		5392	8260
9. Number of news articles or stories published ⁸		298		313	611
10. Number of bulletins distributed		4879		6448	11327
11. Number of radio talks broadcast or prepared for broadcasting		6		414	420
12. Training meetings held for local leaders or committeemen	(1) Adult work	(a) Number	16	1	17
		(b) Total attendance	482	4	486
	(2) 4-H Club and young men and women (older youth)	(a) Number	14		14
		(b) Total attendance of leaders	138		138
13. Method demonstration meetings held. (Do not include the method demonstrations given at leader-training meetings reported under Question 12)	(1) Adult work	(a) Number	427	8	435
		(b) Total attendance	4105	335	4440
	(2) 4-H Club and young men and women (older youth)	(a) Number	186	99	285
		(b) Total attendance	3151	2528	5679
14. Number of adult result demonstrations conducted		33		37	70
15. Meetings held at such result demonstrations	(1) Number	12		1	13
	(2) Total attendance	259		12	271
16. Tours conducted	(1) Adult work	(a) Number	1	7	8
	(b) Total attendance	4		209	213
(2) 4-H Club and young men and women (older youth)	(a) Number	2		1	3
	(b) Total attendance	31		18	49
17. Achievement days held	(1) Adult work	(a) Number	1		1
	(b) Total attendance	275			275
(2) 4-H Club and young men and women (older youth)	(a) Number				1
	(b) Total attendance				201

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.

² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.

³ The sum of questions 2 and 3 should equal the sum of questions 4 and 5.

⁴ Do not count a single visit to both the farm and home as two visits.

⁵ Do not count items relating to notices of meetings only.

GENERAL ACTIVITIES—Continued

Report only this year's activities that can be verified			Home demonstration agents (a)	4-H Club agents ¹ (b)	Agricultural agents (c)	County total ¹ (d)
18. Encampments held (report attendance for your county only) ²	(1) Farm women.....	(a) Number.....				
		(b) Total members attending.....				
		(c) Total others attending.....				
	(2) 4-H Club and young men and women (older youth).....	(a) Number.....	1		1	
		(b) Total boys attending.....			6	6
		(c) Total girls attending.....	10			10
	(d) Total others attending.....	3			3	
19. Other meetings of an extension nature participated in by county or State extension workers and not previously reported.....	(1) Adult work.....	(a) Number.....	56		157	213
		(b) Total attendance.....	3104		5027	8133
	(2) 4-H Club and young men and women (older youth).....	(a) Number.....	45		26	71
		(b) Total attendance.....	1806		1451	3257
20. Meetings held by local leaders or committeemen not participated in by county or State extension workers and not reported elsewhere.....	(1) Adult work.....	(a) Number.....	144		3	147
		(b) Total attendance.....	1936		22	1958
	(2) 4-H Club and young men and women (older youth).....	(a) Number.....	106		91	197
		(b) Total attendance.....	1387		1957	3348

¹ Includes assistant county agent in charge of 4-H Club work or who devotes practically full time to club work.

² County total should equal sum of preceding three columns minus duplications due to two or more agents participating in same activity or accomplishment.

³ Does not include picnics, rallies, and short courses, which should be reported under question 18.

SUMMARY OF EXTENSION INFLUENCE THIS YEAR

It is highly desirable for extension workers to consider the proportion of farms and homes in the county that have been definitely influenced to make some substantial change in farm or home operations during the report year as a result of the extension work done with men, women, and youth. It is recognized that this information is very difficult for agents to report accurately, so a conservative estimate based upon such records, surveys, and other sources of information as are available will be satisfactory.

21. Total number of farms in county (1950 census).....	3581
22. Number of farms on which changes in practices have definitely resulted from the agricultural program.....	2610
23. Number of farms involved in preceding question which were reached this year for the first time.....	40
24. Number of nonfarm families making changes in practices as a result of the agricultural program.....	210
25. Number of farm homes in which changes in practices have definitely resulted from the home demonstration program.....	2300
26. Number of farm homes involved in preceding question that were reached this year for the first time.....	195
27. Number of other homes in which changes in practices have definitely resulted from the home demonstration program.....	902
28. Number of other homes involved in preceding question that were reached this year for the first time.....	160
29. Number of farm homes with 4-H Club members enrolled. (Related to question 178).....	308
30. Number of other homes with 4-H Club members enrolled. (Related to question 179).....	80
31. Total number of different farm families influenced by some phase of the extension program. (Include questions 22, 25, and 29 minus duplications).....	2218
32. Total number of different other families influenced by some phase of the extension program. (Include questions 24, 27, and 30 minus duplications).....	1097

EXTENSION ORGANIZATION AND PLANNING

33. County extension committees sponsoring extension work. This may include agricultural councils, home demonstration councils, and 4-H councils. Similar committees include county and home bureaus and extension associations in those States where such associations are the official or quasi-official agency in the management or conduct of extension work:
- | | | | |
|---------------------------------------|--|--------------------|-------|
| (a) Over-all or general | (1) Name <u>County Agricultural Council</u> | (2) No. of members | |
| (b) Agricultural | (1) Name <u>County Agricultural Council</u> | (2) No. of members | 16 |
| (c) Home demonstration | (1) Name <u>Home Demonstration Committee</u> | (2) No. of members | 66 |
| (d) 4-H Club | (1) Name <u>4-H Council</u> | (2) No. of members | 114 |
| (e) Young men and women (older youth) | (1) Name <u>Boys' and Girls' Y.M.C.</u> | (2) No. of members | 12 |
34. Number of members of county extension program planning committee or subcommittees (include commodity and special-interest committees):
- | | | | |
|------------------|------------------------|--------------|---------------------------------------|
| (a) Agricultural | (b) Home demonstration | (c) 4-H Club | (d) Young men and women (older youth) |
| 34 | 197 | 18 | 12 |
35. Total number of communities in county. (See definition of a community, item 1, on back cover.) (Do not include number of neighborhoods) 18
36. Number of communities in which the extension program has been planned cooperatively by extension agents and local committees 18
37. Number of clubs or other groups organized to carry on adult home demonstration work 27
38. Number of members in such clubs or groups 114
39. (a) Covered under question 173. (b) Covered under question 185.
40. Combined with question 41.
41. Number of different voluntary local leaders, committeemen, or neighborhood leaders actively engaged in forwarding the extension program.
- | | | | | |
|----------------|----------------------|--|---------------------|------------------------------|
| (a) Adult work | (1) Men <u>88</u> | (b) 4-H Club and work with young men and women (older youth) | (1) Men <u>27</u> | (3) Older club boys <u>1</u> |
| | (2) Women <u>422</u> | | (2) Women <u>50</u> | (4) Older club girls |

COOPERATIVE AGRICULTURAL PLANNING

42. Name of the county agricultural planning (over-all planning) group, if any, sponsored by the Extension Service
43. Number of members of such county agricultural planning group:
- | | | | |
|---|---------------|-----------------|-----------------|
| (a) Unpaid lay members: | (1) Men | (2) Women | (3) Youth |
| (b) Paid representatives of public agencies or other agencies, or of organizations: | (1) Men | (2) Women | |
44. Number of communities with agricultural planning committee (over-all planning)
45. Number of members of such community planning committees: (a) Men, (b) Women, (c) Youth
46. Was a county committee report prepared and released during the year? (a) Yes, (b) No

	Extension organization and planning ¹ (a)	County agricultural planning ¹ (b)	Total ¹ (c)
47. Days devoted to line of work by—			
(1) Home demonstration agents	157 1/2		157 1/2
(2) 4-H Club agents		30	30
(3) Agricultural agents	69	23	92
(4) State extension workers		7	7
48. Number of planning meetings held			
(1) County	16	7	23
(2) Community	97		97
49. Number of unpaid voluntary leaders or committeemen assisting this year	284	140	444
50. Days of assistance rendered by voluntary leaders or committeemen	695	265	960

¹ Where extension program planning and county agricultural planning (over-all planning) have been completely merged into a single program planning activity, only column (c) should be filled out. Where extension program planning is the only planning activity, the entries in columns (a) and (c) will be identical. In all other cases column (c) is the sum of columns (a) and (b).

CROP PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))

Include all work with adults, 4-H Club members, and young men and women (older youth)	Corn	Wheat	Other cereals	Legumes	Pastures	Cotton	Tobacco	Potatoes and other vegetables	Fruits	Other crops
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
51. Days devoted to line of work by—										
(1) Home demonstration agents										
(2) 4-H Club agents										
(3) Agricultural agents	50 1/2	6 1/2	3	4 1/2	4 1/2			14 1/2	15	4
(4) State extension workers	1			1	1			6	4	
52. Number of communities in which work was conducted this year	18	18	18	18	18			18	18	18
53. Number of voluntary local leaders or committeemen assisting this year	61		1	3	8 1/2			19	3	
54. Number of farms assisted this year in—										
(1) Obtaining improved varieties or strains of seed	50	25		75	30					
(2) The use of lime	25			140	100			300	40	
(3) The use of fertilizers	500	95		350	600			30	15	
(4) Controlling plant diseases	25			140	100			300	40	
(5) Controlling injurious insects	200	10		350	45			400	30	
(6) Controlling noxious weeds					50					
(7) Controlling rodents and other animals	15	20								

LIVESTOCK PRODUCTION (other than for family food supply.—See page 11, column (a) and items 115 (c), (1) through (6))

Include all work with adults, 4-H Club members, and young men and women (older youth)	Dairy cattle	Beef cattle	Sheep	Pigs	Horns and mules	Poultry (including turkeys)	Other livestock
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
55. Days devoted to line of work by—							
(1) Home demonstration agents							
(2) 4-H Club agents							
(3) Agricultural agents	58	44 1/2	19 1/2	49		68	4
(4) State extension workers	21	6	11	4		8	
56. Number of communities in which work was conducted this year	18	18	18	18		18	18
57. Number of voluntary local leaders or committeemen assisting this year	125	72	20	100		131	6
58. Number of breeding circles or clubs or improvement associations organized or assisted this year	2	1					
59. Number of members in such circles, clubs, or associations	248	50					
60. Number of farmers not in breeding circles or improvement associations assisted this year in keeping performance records of animals	10						
61. Number of farmers assisted this year in—							
(1) Obtaining purebred males	25	35	15	10			
(2) Obtaining purebred or high-grade females	10	14	8	5			
(3) Obtaining purebred or high-grade chicks (including hatching eggs)	30	40	45	15			
(4) Controlling diseases and internal parasites	20	20	15	10			
(5) Controlling diseases and internal parasites			110	30			
(6) Controlling diseases and internal parasites						25	
(7) Controlling predatory animals							

¹ Do not include rabbits, game, and fur animals, which should be reported under 611b.

SOURCES ¹			
Include all work with adults, 4-H Club members, and young people (older youth)	Soil and water (a)	Forestry (b)	Wildlife (c)
62. Days devoted to line of work by—			
(1) Home demonstration agents		17	15
(2) 4-H Club agents		4	
(3) Agriculture agents		18	18
(4) State extension workers		2	1
63. Number of communities in which work was conducted this year			
64. Number of voluntary local leaders or committeemen assisting this year			

Soil and Water—Continued	
65. Number of farmers assisted this year—	
(a) With problems of land use	120
(b) In the use of crop rotations	26
(c) With strip cropping	10
(d) In constructing terraces	
(e) In grassing waterways or otherwise preventing or controlling gullies	8
(f) With contour farming of cropland	
(g) In contouring pasture or range	
(h) In the use of cover or green-manure crops	
(i) In otherwise controlling wind or water erosion	
(j) In summer-fallowing	11
(k) In making depth-of-moisture tests	
(l) With drainage	2
(m) With irrigation	
(n) With land clearing	
66. Number of farmers—	
(a) In soil-conservation districts which were assisted with education for organization or operations this year	15
(b) Assisted in arranging for farm-conservation plans this year	25
(c) Assisted in doing work based on definite farm-conservation plans this year	20

¹ Include nature study.

Forestry—Continued	
67. Number of farmers assisted this year—	
(a) In reforesting new areas by planting with small trees. (Include erosion-control plantings)	3
(b) In making improved thinnings, weedings or pruning of forest trees	
(c) With selection cutting	35
(d) With production of naval stores	
(e) With production of maple-sirup products	
(f) In timber estimating and appraisal	20
68. Number of farmers cooperating this year in prevention of forest fires	
Wildlife—Continued	
69. Number of farmers assisted this year—	
(a) In construction or management of ponds for fish	6
(b) In protection of wildlife areas, such as stream banks, odd areas, field borders, marshes, and ponds, from fire or livestock	3
(c) In planting of edible wild fruits and nuts in hedges, stream banks, odd areas, and field borders	
(d) With other plantings for food and protection in wild-life areas	

16-58074-7

FARM MANAGEMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	Farm accounts, cost records, inventories, etc.	Individual farm planning, adjustments, ¹ tenancy, and other management problems	Farm credit (short and long time)	Outlook information	
	(a)	(b)	(c)	(d)	
70. Days devoted to line of work by—	(1) Home demonstration agents.....	(2) 4-H Club agents.....	(3) Agricultural agents.....	(4) State extension workers.....	
	99	2	16	2.5	15
71. Number of communities in which work was conducted this year.....	18	18	18	18	
72. Number of voluntary local leaders or committeemen assisting this year.....	153				
73. Number of farm-survey records taken during the year:	(a) Farm business.....	(b) Enterprise.....	(c) Other.....		
74. Number of farmers assisted this year in keeping—	(a) Farm inventory.....	(b) General farm records.....	(c) Enterprise records.....		
	11	45	15		
75. Number of farmers assisted this year—	(a) In developing a farm plan only.....	(b) In developing a farm and home plan.....	(c) In analyzing the farm business.....	(d) In improving landlord-tenant relations and leasing arrangements.....	
	40	30	8		
		75. Number of farmers assisted this year—Continued.	(e) In getting started in farming, or in re-locating.....	(f) With credit problems (debt adjustment and financial plans).....	
			(g) In using "outlook" to make farm adjustments.....	(h) With a farm-income statement for tax purposes.....	
			(i) With farm-labor problems.....	(j) In developing supplemental sources of income.....	
				12	
				40	
				20	
				30	

GENERAL ECONOMIC PROBLEMS RELATED TO AGRICULTURE

Include all work with adults, 4-H Club members, and young men and women (older youth)	Price and trade policies (prices, international trade, interstate, trade barriers, transportation, interregional competition, etc.)	Land policy and programs (classification of land zoning, tenure, land development, settlement, public-land management, etc.)	Public finance and services (taxation, local government, facilities such as roads and schools for rural areas, etc.)	Rural welfare (rural-urban relationships, part-time farming, problems of people in low-income areas, migration, population adjustments, rural works programs, etc.)
	(a)	(b)	(c)	(d)
76. Days devoted to line of work by—	(1) Home demonstration agents.....	(2) 4-H Club agents.....	(3) Agricultural agents.....	(4) State extension workers.....
			3	12.5
77. Number of communities in which work was conducted this year.....			18	18
78. Number of voluntary local leaders or committeemen assisting this year.....				26
79. Number of tours conducted this year to observe economic and social conditions in various land use areas.....				6
80. Number of local groups (town and county officials, school boards, tax collectors, assessors, etc.) assisted this year in discussing problems of local government, public finance, and farming conditions related to these problems.....				
81. Number of displaced families assisted this year in finding employment (agriculture, etc.).....				30
82. Number of nonagricultural groups to which any of the above economic and social problems have been presented and discussed this year.....				3

¹ Include all work on farm adjustments conducted in cooperation with FMA and other agencies, and all liability related to individual crop or livestock production or marketing (pp. 8 and 9) or to soil management (p. 7).

MARKETING AND DISTRIBUTION

Include all work with adults, 4-H Club members, and young men and women (older youth)	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
		Grain and oil seeds	Livestock and wool	Dairy products	Poultry and eggs	Fruits and vegetables	Cotton	Forest products	Tobacco, sugar, rice, and other commodities	Home prod- ucts and crafts	Purchasing of farm and home sup- plies and equipment
83. Days devoted to line of work by—											
(1) Home demonstration agents										51	
(2) 4-H Club agents											
(3) Agricultural agents	1	3	13 $\frac{1}{2}$	6	4 $\frac{1}{2}$						
(4) State extension workers	2	2 $\frac{1}{2}$	7	8 $\frac{1}{2}$	22					3	
84. Number of communities in which work was conducted this year	18	18	18	18	18					18	
85. Number of voluntary local leaders or committeemen assisting this year			23	11	11					86	
86. Number of new cooperatives ² assisted in organizing during the year			2	1	1						
87. Number of established cooperatives ² assisted during the year	1										
88. Number of members ² in the cooperatives assisted during the year (questions 86 and 87)	2525		1180	1500	2500						
89. Question discontinued	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
90. Number of farmers or families (not members of cooperatives) assisted during the year	75 ³	40	20	60	300						
91. Question discontinued	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
92. Number of private marketing and distributing agencies and trade groups assisted this year										12	
93. Number of programs ² pertaining to marketing agreements, orders, or surplus removal purchases assisted in or conducted this year											
94. Number of marketing facilities improvement programs ² participated in or conducted this year										1	
95. Number of marketing surveys assisted with or conducted this year											
96. Number of special merchandising programs ² participated in or conducted this year											
97. Number of consumer information programs ² pertaining to marketing and distribution participated in or conducted this year											
98. Number of programs ² relating to marketing services and costs of distribution conducted this year											
99. Number of programs ² relating to transportation problems conducted this year											
100. Number of programs ² relating to the specific use of market information conducted this year											
101. Number of other marketing programs ² conducted this year (specify)											

¹ Include livestock, poultry, and hatching eggs purchased for breeding, replacement, or feeding purposes.

² Where a cooperative association serves more than one county, include only the members living in the county covered by this report.

³ Organized pieces of work.

HOUSING, FARMSTEAD IMPROVEMENT, AND EQUIPMENT

Include all work with adults, 4-H Club members, and young men and women (older youth)	The house, furnishings, and surroundings (a)	Rural electrification (b)	Farm buildings (c)	Farm mechanical equipment (d)
102. Days devoted to line of work by—				
(1) Home demonstration agents.....	102	14		
(2) 4-H Club agents.....				
(3) Agricultural agents.....	42	2	4	5
(4) State extension workers.....	12	3	4	2
103. Number of communities in which work was conducted this year.....	18	5	13	18
104. Number of voluntary local leaders or committeemen assisting this year.....	117	25		
The House, Furnishings, and Surroundings—Continued		Rural Electrification—Continued		
105. Number of families assisted this year in—		106. Number of ASSOCIATIONS organized or assisted this year to obtain electricity. (Report associations, not individual members.)		
(a) Constructing dwellings.....	6	107. Number of families assisted this year in—		
(b) Remodeling dwellings.....	20	(a) Obtaining electricity.....		
(c) Installing sewage systems.....	35	(b) Selection or use of electric lights or home electrical equipment.....		343
(d) Installing water systems.....	38	(c) Using electricity for income-producing purposes.....		
(e) Installing heating systems.....	3	(d) Obtaining new or improved telephone service.....		
(f) Providing needed storage space.....	98			
(g) Rearranging or improving kitchens.....	216	Farm Buildings—Continued		
(A) Improving arrangement of rooms (other than kitchens).....	352	108. Number of farmers assisted this year in—		
(f) Improving methods of repairing, remodeling, or refinishing furniture or furnishings.....	205	(a) The construction of farm buildings.....		
(j) Selecting housefurnishings or equipment (other than electric).....	370	(b) Remodeling or repairing farm buildings.....		
(k) Improving housekeeping methods.....		(c) Selection or construction of farm-building equipment.....		
(l) Laundry arrangement.....	79	Farm Mechanical Equipment—Continued		
(m) Installing sanitary closets or outhouses.....		109. Number of farmers assisted this year in—		
(n) Screening or using other recommended methods of controlling flies or other insects.....		(a) The selection of mechanical equipment.....		
(o) Improving home grounds.....	45	(b) Making more efficient use of mechanical equipment.....		
(p) Planting windbreaks or shelterbelts.....		110. Number of farmers following instructions in the maintenance and repair of mechanical equipment this year.....		
		111. Number of gin stands assisted this year in the better ginning of cotton.....		

7

NUTRITION AND HEALTH

Include all work with adults, 4-H Club members, and young men and women (older youth)	Home production of family food supply (a)	Food preservation and storage (b)	Food selection and preparation (c)	Other health and safety work (d)
112. Days devoted to line of work by—				
(1) Home demonstration agents	6	8	107	
(2) 4-H Club agents				
(3) Agricultural agents				
(4) State extension workers	1	1	3	
113. Number of communities in which work was conducted this year	18	18	18	
114. Number of voluntary local leaders or committeemen assisting this year	6	28	70	
115. Number of families assisted this year—				
(a) In improving diets				467
(b) With food preparation				645
(c) In improving food supply by making changes in home food production—				
(1) Of vegetables				333
(2) Of fruits				119
(3) Of meats				
(4) Of milk				
(5) Of poultry and eggs				
(6) Total of subitems (1) through (5) minus duplications due to families making changes in production of more than one kind of food				450
NOTE.—This total should not be less than the largest subitem.				
(d) With home butchering, meat cutting or curing				6
(e) With butter or cheese making				
(f) With food-preservation problems in—				
(1) Canning				167
(2) Freezing				204
(3) Drying				
(4) Storing				
(5) Total of subitems (1) through (4) minus duplications due to families using more than one method of preserving				371
NOTE.—This total should not be less than the largest subitem.				
(g) In producing and preserving home food supply according to annual food-supply budget				
(A) In canning according to a budget				32
(i) With child-feeding problems				27
(j) In the prevention of colds and other common diseases				
(k) With positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.)				147
(l) With first aid or home nursing				24
(m) In removing fire and accident hazards				
116. Number of schools assisted this year in establishing or maintaining hot school lunches				
117. Number of nutrition or health clinics organized this year through the efforts of extension workers				

CLOTHING, FAMILY ECONOMICS, PARENT EDUCATION, AND COMMUNITY LIFE

16-70823-2

Include all work with adults, 4-H Club members, and young men and women (older youth)	Home management— family economics (a)	Clothing and textiles (b)	Family relationships—child development (c)	Recreation and community life (d)
118. Days devoted to line of work by—	(1) Home demonstration agents..... 112	50		12
	(2) 4-H Club agents.....			
	(3) Agricultural agents.....			
	(4) State extension workers.....	6		3
119. Number of communities in which work was conducted this year.....	18	18		18
120. Number of voluntary local leaders or committeemen assisting this year.....	4	26		26

Home Management—Family Economics—Continued

121. Number of families assisted this year—	
(a) With time-management problems.....	165
(b) With home accounts.....	4
(c) With financial planning.....	
(d) In improving use of credit for family living expenses.....	
(e) In developing home industries as a means of supplementing income.....	13
122. Number of home demonstration CLUBS, other consumer ASSOCIATIONS or GROUPS assisted this year with cooperative buying. (Do not report individuals)	
(a) Food.....	
(b) Clothing.....	
(c) Housefurnishings and equipment.....	
(d) General household supplies.....	
123. Number of families assisted this year through cooperative associations ¹ or individually, with the buying of—	
(a) Food.....	290
(b) Clothing.....	198
(c) Housefurnishings and equipment.....	447
Number of different families assisted by each of these methods (include question 123, (b), (c), in duplications).	446
Number of families assisted this year with "making decisions".....	300
Number of families assisted this year in using timely economic information to make buying decisions and other adjustments in family living.....	265

Note: Individual families and groups assisted with selling problems should be reported in column (j), page 9.

Clothing and Textiles—Continued

127. Number of families assisted this year with—	
(a) Clothing-construction problems.....	158
(b) The selection of clothing and textiles.....	124
(c) Care, renovation, remodeling of clothing.....	52
(d) Clothing accounts or budgets.....	63

Family Relationships—Child Development—Continued

128. Number of families assisted this year—	
(a) With child-development and guidance problems.....	
(b) In improving family relationships.....	
129. Number of families providing recommended clothing, furnishings, and play equipment for children this year.....	
130. Number of different individuals participating this year in child-development and parent-education programs: (a) Men.....	
(b) Women.....	
131. Number of children in families represented by such individuals.....	

Recreation and Community Life—Continued

Number of families assisted this year in improving home recreation.....	287
Number of communities assisted this year in improving community recreation facilities.....	
Number of community groups assisted this year with recreational programs of activities.....	
Number of communities assisted this year in establishing permanent camps.....	
Number of communities assisted this year in providing library facilities.....	26
Number of school or other community grounds improved this year according to recommendations.....	

¹ The house—its arrangement, equipment, and furnishings, including kitchen improvements and care of the house—is reported under "The house, furnishings and surroundings," p. 10.

² Includes question 122, also families buying through marketing cooperatives, organized or assisted, column (j), p. 9.

SUMMARY OF 4-H CLUB BOYS' AND GIRLS' PROJECTS

(One club member may engage in two or more projects. The sum of the projects is therefore greater than the number of different club members enrolled)

Project	Number of boys enrolled (a)	Number of girls enrolled (b)	Number of boys completing (c)	Number of girls completing (d)	Number of units involved in completed projects (e)
138. Corn	5		5		Acres
139. Other cereals					Acres
140. Peanuts					Acres
141. Soybeans, field peas, alfalfa, and other legumes	1		1		Acres
142. Soil and water conservation					Acres
143. Potatoes, Irish and sweet	14		7		Acres
144. Cotton					Acres
145. Tobacco					Acres
146. Fruits					Acres
147. Home gardens	13 16		9		Acres
148. Market gardens, truck and canning crops					Acres
149. Other crops (including pasture improvement) <i>etc.</i>	1		1		Acres
150. Poultry (including turkeys)	47 51		22 34		Birds
151. Dairy cattle	17 16	1	17 16	1	Animals
152. Beef cattle	18	1	13	1	Animals
153. Sheep	6	1	4	1	Animals
154. Swine	84 78	7	53 50	7	Animals
155. Horses and mules					Animals
155a. Rabbits	7	1	5	1	Animals
156. Other livestock					Animals
157. Bees					Colonies
158. Beautification of home grounds					x x x x x x x x x x x x
159. Forestry					Acres
160. Wildlife and nature study (game and fur animals)					x x x x x x x x x x x x
161. Agricultural engineering, farm shop, electricity, tractor	23 21		18		{ Articles made Articles repaired
162. Farm management					x x x x x x x x x x x x
163. Food selection, preparation, and/or baking		122		108	{ 1170 Meals planned 112 Meals served
164. Food preservation. (Include frozen foods)		19		17	{ 1129 Quarts canned
165. Health, home nursing, and first aid					xx { 557 Quarts frozen 1
165a. Child care					xx { Pounds frozen 1
166. Clothing		198		149	{ 236 Garments made 140 Garments remodeled
167. Home management (housekeeping)		24		17	{ 4 Units
168. Home furnishings and room improvement		28		18	{ 30 Rooms 128 Articles
169. Home industry, arts and crafts					{ 61 Articles
170. Junior leadership					x x x x x x x x x x x x
171. All others		6	20	6	10
172. Total (project enrollment and completion)	272 240	422	158 167	330	x x x x x x x x x x x x

¹ Enter frozen foods as quarts or pounds. Do not duplicate entries by converting quarts to pounds or pounds to quarts.

4-H CLUB MEMBERSHIP¹

173. Number of 4-H Clubs (do not count the same club more than once).....	19
174. Number of different 4-H Club members enrolled.....	(a) Boys ² 201 (b) Girls ² 292
175. Number of different 4-H Club members completing.....	(a) Boys ² 146 (b) Girls ² 242
176. Number of different 4-H Club members in school.....	(a) Boys 199 (b) Girls 286
177. Number of different 4-H Club members out of school.....	(a) Boys 2 (b) Girls 6
178. Number of different 4-H Club members from farm homes.....	(a) Boys 186 (b) Girls 188
179. Number of different 4-H Club members from nonfarm homes.....	(a) Boys 15 ³ (b) Girls 104

Number of Different 4-H Club Members Enrolled:

180. By years	Boys		Girls		181. By ages	Boys		Girls	
	(a)	(b)	(c)	(d)		(e)	(f)	(g)	(h)
1st year	77		147		10 and under	30		67	
2d.	81		67		11	22		48	
3d.	84		27		12	25		62	
4th	80		20		13	26		40	
5th	81		8		14	22		30	
6th	7		6		15	22		2	
7th	7		3		16	1		10	
8th	1		1		17	9		1	
9th	1		1		18	7		1	
10th and over	1		1		19	7		1	
					20 and over	1		1	

182. Number of 4-H Club members included in health examinations.....	6	(j) Individual examinations.....	6
183. Number of 4-H Club members having health examination because of participation in the extension program.....	6	(k) Medical examinations.....	6
184. Number of 4-H CLUBS engaging in community activities such as improving school grounds and conducting local fairs.....	19	(l) Economic projects.....	4
		(m) Soil and water conservation.....	4
		(n) Health.....	19
		(o) Forestry.....	19

Number of 4-H Club members having health examination because of participation in the extension program.....

184. Number of 4-H CLUBS engaging in community activities such as improving school grounds and conducting local fairs..... 19

WORK WITH YOUNG MEN AND WOMEN (OLDER RURAL YOUTH)¹ (Do not include work with 4-H Clubs)

The purpose of this section of the report is to bring together in one place all work done with young men and women (older rural youth); as defined in item 22 on back cover. It is recognized that some of the assistance given these young men and women may already have been reported under the respective subject-matter sections of the report.

A. Extension organized groups of young men and women:

185. Number of such groups worked with during the year.....	2
186. Membership in such groups.....	(a) Number of different young men 36 (b) Number of different young women 58
187. Distribution of these members by school and marital status and age groupings.....	The sum of (1) a+b+c=the sum of d+e+f=186 (a). Also the sum of (2) a+b+c=the sum of d+e+f=186 (b).

	In school (a)	Out of school		Under 21 years (d)	21-24 years (e)	25 years and older (f)
		Unmarried (b)	Married (c)			
(1) Young men		14	22	6	15	15
(2) Young women		38	20	16	30	12

188. Number of meetings these extension organized groups held..... 22

189. Total attendance at such meetings..... 521

190. Number of such groups assisted during the year..... 2

191. Number in such groups.....

(a) Different young men.....

(b) Different young women.....

192. Number of young men and women not members of groups.....

(a) Young men.....

(b) Young women.....

193. Total number of young people who were assisted.....

Number of different young people worked with or assisted.....

of questions 186, 191, and 193, minus duplications due to membership in both groups "A" and "B".....

(a) Young men.....

(b) Young women.....

194. Question discontinued.

¹ All data in this section are based on the number of different boys and girls participating in 4-H Club work; not on the number of 4-H projects carried.

² Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 11, minus duplications due to the same boy or girl enrolling on two or more subject-matter lines of work. Do not include boys and girls enrolled late in the year in connection with the succeeding year's program.

³ Same as footnote 2, except that reference is to completions instead of enrollments.

MISCELLANEOUS

(Report here all work not properly included under any of the headings on preceding pages)

Include all work with adults, 4-H Club members, and young men and women (older youth)	Insects (a)	General-Insect Insects ¹ (b)	All other work (c)
195. Days devoted to line of work by—			62 1/2
(1) Home demonstration agents			
(2) 4-H Club agents			
(3) Agricultural agents	2		3
(4) State extension workers			
196. Number of communities in which work was conducted this year	2		18
197. Number of voluntary local leaders or committeemen assisting this year			10

198. Question discontinued.

COOPERATION WITH OTHER FEDERAL AGENCIES

The purpose of this report is to bring together in one place the cooperation given other Federal agencies working with the rural people of the county. It is assumed that all such work has been reported previously under appropriate problems of the farm or home.

	Assistance to Veterans (a)	U. S. D. A. Councils (b)	Farm Credit Administration (c)	Employment Service (d)	Production and Marketing Administration (e)	Soil Conservation Service (f)	Forester Home Administration (g)	Rural Electrification Administration (h)	Tennessee Valley Authority (i)	Social Security, Public Health, Children's Bureau (j)	Other Agencies (k)
199. Days devoted to line of work by—											
(1) Home demonstration agents											
(2) 4-H Club agents											
(3) Agricultural agents											
(4) State extension workers											
200. Number of communities in which work was conducted this year											
201. Number of voluntary local leaders or committeemen assisting this year											
202. Number of meetings participated in this year by extension workers											

¹ Include grasshoppers, armyworms, chinch bugs, and other insects not reported under specific crop or livestock headings.

TERMINOLOGY

If extension reports are to convey the intended information, it is important that the terms employed be that generally accepted by members of the extension teaching profession everywhere. The following definitions have been approved by the United States Department of Agriculture and by the Association of Extension Agents in Colleges and Universities.

DEFINITIONS OF EXTENSION TERMS

1. A *community* is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report, a community is one of the several units into which a county is divided for conducting extension work.
2. A *cooperator* is a farmer or homemaker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent, and records are not required, but reports on the success of the practices may be obtained.
3. *Days in field* should include all days spent on official duty other than "days in office."
4. *Days in office* should include time spent by the county extension agent in the office, at annual and other extension conferences, and on any other work directly related to office administration.
5. *Demonstrations* as contemplated in this report are of two kinds—method demonstrations and result demonstrations.
 - A *method demonstration* is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.
 - A *result demonstration* is a demonstration conducted by a farmer, homemaker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children is corrected through proper diet, that the use of certified seed in growing potatoes is a good investment, or that certain insecticide results in a more efficient use of labor.
- The *adoption of a farm or home practice* resulting from a demonstration or other extension activity employed by the extension worker as a means of teaching is not in itself a demonstration.
6. A *demonstration meeting* is a meeting held to give a method demonstration or to inspect, or further a result demonstration.
7. A *result demonstrator* is an adult, a boy, or a girl who conducts a result demonstration as defined above.
8. An *extension school* is a school usually of 2 to 6 days' duration, arranged by the extension service, where practical instruction is given to persons not resident at the college.
9. An *extension short course* differs from an extension school in that it is usually held at the college or another educational institution and usually for a longer period of time.
10. A *farm or home visit* is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.
11. *Farmers (or families) assisted this year* should include those who, by or in cooperation with extension workers, make some change during the report year as indicated by:
 - (1) Adoption of a recommended practice.
 - (2) Further improvement in a practice previously adopted.
 - (3) Participation in extension activities.
 - (4) Acceptance of leadership responsibility.
 - (5) Or by other evidence of desirable change in behavior.
12. A *4-H Club* is an organized group of boys and/or girls with the objective of adopting and practicing in agriculture or home economics, and of providing desirable training for the members.
13. *4-H Club members enrolled* are those boys and girls who actually start the work during the report year.
14. *4-H Club members completing* are those boys and girls who satisfactorily finish the work outlined for the year.
15. A *project leader, local leader, or committeeman* is a person who, because of special ability and fitness, is selected to serve as a leader in advancing some phase of the local extension program. He may be either an organization or a subject-matter leader.
16. A *leader-training meeting* is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.
17. *Letters written* should include all original letters on official business. (Duplicate copies should not be included.)
18. An *office call* is a call in person by an individual or a group seeking agricultural or home economics information, as a result of which some definite assistance or information is given. A telephone call is included from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.
19. A *plan of work* is a definite outline of procedure for carrying out the duties of the extension agent during the report year. Such a plan provides specifically for the means to be used and the methods of carrying out the work, and shows what, how much, when, and where the work is to be done.
20. An *extension program* is a statement of the specific projects to be undertaken by extension agents during a year or a period of years.
21. *Records* consist of definite information on file in the county office to be used to verify the data on extension work included in this report.
22. Extension work with *young men and women* shall apply in general to those who are primarily rural and approximately 18 to 30 years of age. (Recommendation of Older Youth and Young Adults Committee, Jackson's Mill, W. Va., February 21-25, 1949.)